

Morgan County Commission Meeting September 19, 2013

Members present:

Bradley Close, President
Stacy Dugan
Robert Ford

Also present: Jody McClintock, County Administrator; Ginger Johnson, Commission Secretary; Josh Clark, Morgan Messenger; Glorious Sagle; Joy Lewis, Representative for Governor Tomblin; Trish Strader, Journal; George Farnham; Brenda Hutchinson; Joel Tuttle, Senior Life Services; Zachary Caldwell; Jack Soronen; Alma Gorse, County Planner; Bill Clark, EDA Director; Kim Michael, Tax Office; Judy Wolfe, Software Systems; Mitch Monley, Software Systems; Laura Breeden, EMS Board; Sandy Kesecker, Morgan County Fire Board; Jeanne Mozier, Travel Berkeley Springs; Stephanie Rebant, Travel Berkeley Springs; Laura Smith, Travel Berkeley Springs; Jason Pearce, Randy Poffinberger and Rachel Pearson, Morgan County Animal Control and Kate Shunney, Morgan Messenger

The meeting was opened by Cathy Payne, Chief Deputy County Clerk, at 9:30 a.m.

Administrative Items

Joy Lewis- Regional Representative for Governor Tomblin

Joy Lewis, Regional Representative for Governor Tomblin's office came to meet the Commissioners and introduce herself as the regional representative for Governor Tomblin's office. The Commission thanked Ms. Lewis for her time.

Discussion regarding Paw Paw Emergency Point of Contact

On a Stacy Dugan/Bob Ford motion, the County Commission approves and authorizes Jock Shambaugh as the Paw Paw Emergency Primary Point of Contact for the Paw Paw Senior Center. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Assessor's Exonerations

On a Stacy Dugan/Bob Ford motion, the County Commission made a motion to approve the 2013 exonerations due to clerical errors. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried. On a Bob Ford/Stacy Dugan motion, the County Commission made a motion to approve the 2010-2012 clerical errors. President Close voted nay, Commissioner Dugan voted nay and Commissioner Ford voted nay. Motion carried. Requests were denied to the fact that the exonerations were beyond one year back.

Approval for hire for Assessor's Office

President Close stated that he has spoken to Ronnie McIntire, Assessor, regarding the requested approval for hire. The County Commission declined the request.

Approval of postage purchase for Circuit Clerk's office

The County Commission approved the postage purchase of \$3,220.00 for juror questionnaires. It is required by WV state code to send out the juror questionnaires every two years.

County Commission approval to issue an RFP for aerial photography of Morgan County

On a Stacy Dugan/Bob Ford motion, the County Commission approves the issuance of an RFP for aerial photography of Morgan County. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Action Items:**War Task Force Reports and proposal/decision for heating/cooling units at the Pines Opportunity Center**

The County Commission reviewed the proposal for heating/cooling units at the Pines Opportunity Center through a power point presentation given by President Close. President Close explained that the War Task Force has met and thoroughly reviewed the needs and feels the immediate need is to eliminate the boiler system and purchase individual energy efficient heating systems. The Commission agreed. On a Bob Ford/Stacy Dugan motion, the County Commission approves to move employee Aaron Mechem from part time to full time in order to complete the project in house and save on contractor expenses. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Update & Discussion/Decision on snow birds & gutter at Animal Control Facility

On a Bob Ford/Stacy Dugan motion, the County Commission approves up to \$6900 for snow birds and gutters for the Animal Control Facility. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried. The funds will come out of the County Commission fund.

Opening of the sealed bids for Morgan County Senior Life Services Renovation project

The County Commission received one bid for the project. President Close opened the sealed bid. The bid read as follows:

Minghini's General Contractors, Inc.- \$218,000

The committee will meet on Friday, September 20, 2013 to review the bid.

Proposal & Decision regarding rotation of Sheriff Cruiser Vehicles

President Close stated that the Sheriff's Department has eleven cruisers. President Close stated to ensure the safety of the deputies and the citizens he has put together a proposal for purchasing cruiser vehicles on a rotation over the next three years. President Close presented the proposal for the Commission to review. On a Stacy Dugan/Bob Ford motion, the County Commission approves the proposal for purchasing cruisers per the attached proposed document. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion

carried. For fiscal year 2013-14, the Commission will purchase the vehicles out of the coal severance and carryover funds. For all cruiser/vehicles the Sheriff's Department will outfit the vehicles with all the necessary items out of the Sheriff's Forfeiture Fund.

Planning Commission- Stormwater Management Ordinance proposed changes

Jack Soronen, President, Morgan County Planning Commission and Alma Gorse, County Planner, approached the Commission and reviewed the proposed changes to the Stormwater Management Ordinance. The Commission decided to have a joint worksession meeting with the Planning Commission to review the stormwater management plan. Ms. Gorse will follow up with the Commission to schedule the worksession.

Letter & Lease for Courthouse Parking Lot

On a Stacy Dugan/Bob Ford motion, the County Commission authorizes its president, Bradley J. Close to sign the five year lease agreement for the courthouse parking lot. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Bill Clark, EDA Director- Follow up & Decision on Interim Financing for 522 Water System

On a Bob Ford/Stacy Dugan motion, the County Commission approves and authorizes its president, Bradley J. Close to sign the WV Infrastructure and Jobs Development Council loan commitment for funds in the amount of \$300,000 to finance the improvement of the water storage and treatment system at the Morgan County Industrial Park. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Reports

Judy Wolfe, Software Systems- Presentations about on-line payments

Judy Wolfe & Mitch Manley, Software Systems, approached the Commission to discuss the options for credit card payments for tax bills. Mr. Mike Manley, President, Software Systems, explained that five counties are already offering credit card payments for tax bills. The Commission agreed to move forward and start the process to select a vendor.

Laura Smith- Annual Report on Travel Berkeley Springs

Laura Smith, Stephanie Rebant and Jeanne Mozier approached the Commission and presented the budget for Travel Berkeley Springs. The group reviewed the budget and the tourism programs with the County Commission. The County Commission thanked them for their time and annual review.

Consent Agenda

On a Bob Ford/Stacy Dugan motion, the County Commission approved the consent agenda. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Administrator Report**Approval of Milestone Pay Application #28**

On a Stacy Dugan/Bob Ford motion, the County Commission approves the payment of \$40,392.94 for application #28 to Milestone Construction Company. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Approval for \$2505 for rabies vaccinations for AC Officers

Jody McClintock, County Administrator, requested approval for the Animal Control Officers to get rabies vaccinations as a safety precaution. Commissioner Dugan stated that there are possible side effects to the vaccinations and asked if these have been researched. Commissioner Ford made a motion to approve the funds and vaccinations but rescinded the motion until the research is complete regarding the possible side effects. The Commission will follow up with a decision at a later date.

Update/Approval on AC policy 3

On a Bob Ford/Brad Close motion, the County Commission approves the revised AC Policy 3 for clarification purposes. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Update/Approval on Livestock Policy

Commissioner Ford explained that the county needs a livestock policy regarding Animal Control and requested the Commission consult with Debra McLaughlin, Prosecuting Attorney, to create the policy.

EMS Budget Work Session

The County Commission traveled to the Emergency Rescue Squad building and reviewed the EMS budget during a work session. Those in attendance were: Dan Duckwall, Bob Dugan, David Michael, Jody McClintock, Renea Stansbury, Kevin Duckwall and Ginger Johnson. No action was taken.

Recess

On a Stacy Dugan/Bob Ford motion, the County Commission made a motion to recess the meeting. President Close voted yea, Commissioner Dugan voted yea and Commissioner Ford voted yea. Motion carried.

Sheriffs Department Cruiser Rotation Proposal

19-Sep-13

Thesis: Sheriffs Department has 11 cruisers and has not received guidance from the Commission or a plan of replacement. The department has received 3 vehicles in the last 5 years, one of which was purchased with the Sheriffs discretionary funding. The lack of a plan and direction from the Commission has led to increased maintenance and repair costs, whereby the Commission has been forced to revise/increase the repair line item within the Sheriffs budget each of the last 3 years. Per the below detail, more than 50% of our fleet has more than 95,000 miles and close to 80% has more than 70,000 miles. Thus, if we do not create a planned rotation and budget accordingly, we will be, within the next year or two, in a place where we won't be able to afford the needs of the Sheriffs Department in a timely manner and will ultimately put the Deputies and the Public in a compromised position. Without addressing this, we will continue to gamble on the aged vehicles we currently employ and endure increased repair costs that come with aged vehicles.

Police Cruiser Mileage detail

| | 120,000 - 155,000 | 95,000 - 119,999 | 70,000 - 94,999 | 50,000 - 69,999 | <49,999 |
|---|-------------------|------------------|-----------------|-----------------|---------|
| 3 (One of which does not have operating odometer) | | 3 | 2 | 1 | 2 |

When cruisers will hit 120,000 Miles (based on current avg usage)

| | 2013-14 (Yr 1) | 2014-15 (Yr 2) | 2015-16 (Yr 3) | 2016-17 (Yr 4) | 2017-18 (Yr 5) |
|---|----------------|----------------|----------------|----------------|----------------|
| 4 | 2 | 2 | 2 | 2 | 2 |

Summary: While investigating this issue, I reviewed two alternative programs/plans, purchase and a lease program. Based on this research, I came to the conclusion that a purchase program would be more efficient, not to mention economical. The average lease program for police cruisers was, according to my research, between \$700 & \$1000 per cruiser (including maintenance) for 4 year terms. Below, I have broken down the alternatives per year per the above schedule, which is a replacement when a cruiser hits 120,000 miles.

| | Purchase (Includes Maintenance of \$600/cr) | Lease \$850/month (Includes Maintenance) |
|--------------|---|--|
| Year 1 | \$ 102,400.00 | \$ 40,800.00 |
| Year 2 | \$ 53,600.00 | \$ 61,200.00 |
| Year 3 | \$ 54,800.00 | \$ 81,600.00 |
| Year 4 | \$ 56,000.00 | \$ 102,000.00 |
| Year 5 | \$ 57,200.00 | \$ 122,400.00 |
| Total | \$ 324,000.00 | \$ 408,000.00 |

Proposal: My proposal will entail a three year phased in implementation with a consistent purchase plan there after. Implementation plan below:

| | Year 1 | Year 2 | Year 3 |
|---|--------|--|---|
| September: Purchase 2 [Coal Severance (\$50,000)] | | August: Purchase 2 [Coal Severance (\$50,000)] | August: Purchase 2 [Sheriffs Budget (\$50,000)] |
| January: Purchase 1 [Carryover (\$25000)] | | | |
| April: Purchase 1 [Carryover (\$25000)] | | | |